

The Utility Service Board met Thursday, August 15, 2013, at 11:30 a.m., in the board room at the service center at 1111 McClure Road chaired by Barry Turner. Other board members present were: Nancy Ann Brown, Clayton Force, Greg Lacy and Cheryl McAvoy. Also present were: Keith Reeves, Director; Dale Langferman, Manager of Finance & Business Operations; Ed Bergsieker, Manager of Engineering; Garry Pugh, Manager of Wastewater Operations; Melinda Burton, Executive Administrative Assistant; Tim Shuffett, City Council Liaison; and Stanley Gamso, Attorney.

#### VISITORS

None

#### MINUTES – REGULAR

The July 18, 2013 was cancelled and the minutes from June 20, 2013 were presented for approval.

**Nancy Ann Brown made the motion to approve the minutes from June 20, 2013 as prepared. Cheryl McAvoy seconded the motion and the vote was unanimous.**

#### MINUTES – PENSION COMMITTEE

**Cheryl McAvoy made the motion to approve the minutes from Pension Committee meeting on June 20, 2013 as prepared. Clayton Force seconded the motion and the vote was unanimous.**

#### LONG RANGE CAPITAL PLAN

Keith Reeves presented the 10 year Long Range Capital Plan for the Utilities which indicated an emphasis on maintenance instead of growth. Staff provided further details on the long range plan, and Keith reported the 2014 annual plan will be presented at the September board meeting.

**No action.**

#### FOX RIDGE SUBDIVISION, PHASE 2 – FINAL ACCEPTANCE

CCU engineering department observed the water and sewer facilities being installed; provided on-site inspection during construction; obtained all necessary “as-built” information; and conducted all necessary tests. The project was constructed in compliance with plans and specifications prepared Independent Land Surveying in Brownstown. The owner/developer for the project was Cornerstone Development in Columbus.

Staff recommended acceptance of the project.

**Cheryl McAvoy made the motion to accept the water and sewer improvements for Fox Ridge Subdivision, Phase 2. Nancy Ann Brown seconded the motion and the vote was unanimous.**

#### PROFESSIONAL SERVICES, AIR PERMITS

Keith Reeves reported that all municipalities are now required to obtain air pollutant permits for stationary generators, and research was done to find a professional with air permit experience to aid Utility staff in this process. The applications must be submitted by late September in order to obtain the required permits by year end.

Staff has selected Bernie Paul with B. Paul Consulting LLC, and recommended board approval to hire Mr. Paul to assist in preparing and the submitting the necessary applications for air quality permits for our stationary generators.

**Cheryl McAvoy made the motion to authorize the selection B. Paul Consulting LLC to assist staff in preparing and submitting the necessary applications for air quality permits for our stationary generators. Clayton Force seconded the motion and the vote was unanimous. Greg Lacy abstained from voting.**

#### CLAIMS

The August water claims were presented for approval.

**Cheryl McAvoy made the motion to approve the August water claims. Nancy Ann Brown seconded the motion and the vote was unanimous.**

The August wastewater claims were presented for approval.

**Greg Lacy made the motion to approve the August wastewater claims. Cheryl McAvoy seconded the motion and the vote was unanimous.**

#### JULY CLAIMS

The July 18, 2013 board meeting was cancelled. In order to pay claims in a timely manner, board members were requested to approve all water and wastewater claims via email. Keith Reeves asked for ratification of the July 2013 claims.

**Cheryl McAvoy made the motion to ratify the water and wastewater claims for July 2013. Clayton Force seconded the motion and the vote was unanimous.**

#### FINANCE REPORT

The financial written report was presented.

#### MANAGER OF ENGINEERING REPORT

The Engineering written report was presented.

MANAGER OF WASTEWATER OPERATIONS REPORT

The Wastewater Operations written report was presented.

DIRECTOR'S REPORT

The Director's written report was presented.

SEPTEMBER MEETING

The next regular meeting will be Thursday, September 19, 2013, at 11:30 a.m., in the board room at the Service Center.

ADJOURNMENT

The meeting adjourned at 12:20 p.m.

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Barry Turner, Chairman  
UTILITY SERVICE BOARD

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Greg Lacy, Secretary  
UTILITY SERVICE BOARD